



ANNUAL MEETING
TUESDAY MARCH 12, 2019 7:00PM

The Orrock Township Electorate met, for their Annual Meeting, on Tuesday March 12, 2019. The meeting took place at the Orrock Town Hall, 26401 – 180th St. NW, Big Lake, Minnesota.

The meeting was called to order by Clerk Brenda Kimberly-Maas at 7:00PM and the Pledge of Allegiance was recited by the Electorate. Twenty-four (24) residents and Gary Meyer – West Sherburne Tribune were in attendance.

Call for a Moderator

Clerk Kimberly-Maas called for nominations to elect the Annual Meeting Moderator.

Corrie Silverberg nominated Bryan Adams to moderate the annual meeting. Bryan accepted the nomination.

Brenda asked if there was any opposition, none was made by the Electorate and a vote was taken.

Electorate Vote: Unanimous approval to install Bryan Adams as Moderator.

Motion Prevails.

Call for Motion to Approve 2019 Annual Meeting Agenda

Motion/Second to Approve 2019 Annual Meeting Agenda by Gary Goldsmith/Corrie Silverberg.

Electorate Vote: Unanimous approval of the 2019 Annual Meeting Agenda.

Motion Prevails.

Call for Motion to Dispense With Reading of 2018 Annual Meeting Minutes

Motion/Second to dispense with the reading of the 2018 Annual Meeting Minutes by Eric Peterson/Deana McElheny.

Electorate Vote: Unanimous approval to dispense with the reading of the 2018 Annual Meeting Minutes.

Motion Prevails.

Call for Motion to Approve 2018 Annual Meeting Minutes

Motion/Second to Approve 2018 Annual Meeting Minutes by Corrie Silverberg/Karel Lind.

Electorate Vote: Unanimous approval of the 2018 Annual Meeting Minutes.

Motion Prevails.

Town Financial Report

Motion/Second to waive reading all receipts and disbursements from 2018 by Karel Lind/Bob Hassett.

Electorate Vote: Unanimous approval to waive reading all receipts and disbursements from 2018.

Motion Prevails.

Treasurer Gary Goldsmith informed the electorate that the Board of Audit was held in February. The Township Supervisors, sitting as the Board of Audit, verified that the Town's records of receipts and disbursements were complete and accurate and balanced with the records of the Town's financial depository.

Township Supervisors verify claims and receipts at every meeting and review reconciled bank statements at every meeting, so only a sampling of those documents were examined by the Board of Audit.

Each receipt and disbursement was checked and verified by the entire Board of Audit.

Receipts verified: 103028 - Payor: Sherburne County; 103029 – Payor: State of Minnesota (Town Aid); 103030 – Payor: State of Minnesota (Court Fines). Disbursements verified: BCC7 – Payee: US Postal Service; 10524 – Payee: WSB Engineering; 10564 – Payee: Tri-City Paving.

The Board of Audit found all documentation concerning these transactions to be in order. Cash Basis accounting reports were also verified. The Board of Supervisors examined the financial needs of the Town for calendar year 2020 and recommended the following levy amounts.

General Fund	\$80,000
Fire Fund	\$130,000
Road and Bridge Fund	<u>\$721,000</u>
Total:	\$931,000

2018 Town Review

Clerk Brenda Kimberly-Maas presented the audience with an overview of the past year activities and information about the Town.

She told the audience the estimated population is 3750. There were thirty-two (32) new homes constructed, seven more than in 2017. Ten of those were built in Shores of Eagle Lake. 74% of the 2018 levy was spent on road maintenance and snow removal, 16% is used for fire protection and 10% on general, day to day Town functions. The Recycle Day event had 214 total customers and 39 were Orrock residents. The cost of the event was covered in whole by per item fees plus SCORE grant funds received for recycle eligible items.

Road improvements consisted of roughly four miles of overlay and a previously dedicated right-of-way between Huggett Pines and Timberquest was paved. Total cost of all bituminous projects was \$699,000. Trimming focused on the east side of Eagle Lake and Lake Ann areas. And the Town was awarded a SPRA grant to obtain easements on 233rd Ave and 168th St., as well as improve those roads. Improvements will be done in 2019. The Town elections were held in November, for the first time. Bryan Adams and Bob Hassett retained their seats and Paul Ellinger won the seat, formerly held by Charlie Gotzian. Gary Goldsmith was elected to the Treasurer position after being appointed as Deputy Treasurer on May 30, 2018.

Board & committee reports

Zimmerman Fire Report: Supervisor Corrie Silverberg reported the Livonia/Zimmerman Fire Department has purchased land just west of the existing fire hall, on County Road 4 and will be building within the next 5 years or so. They are finalizing their year-end finances, but the projected 2019 cost for services, will increase roughly \$700.00.

Big Lake Fire Report: 2018 was the first year Big Lake Fire Department operated under the Joint Powers Board and it went well. In January, Ken Halverson was named Chief of the Department. Necessary maintenance and improvements were made to the building. The Department has a new water tender on order. The proposed delivery of the truck is set for late May or early June.

Road Report:

The Township Road Improvements include a 2.25-inch bituminous overlay in five (5) different areas in the township. See attached map. The overlays included approximately 3.53 miles of roadway. The cost for this project was \$535,863.60 or \$151,802.72 per mile.

The Town uses a Pavement Management System to forecast the probable road maintenance needs and costs up to 20 years in the future. Road ratings were updated in 2018 and entered into the Town's Pavement Management System. The results of the update indicated 43% of roads are in excellent condition, 56% are in good condition, 1% are in fair condition and none are in poor condition.

The Township has set a goal of maintaining a PCI rating of 70 on collector streets and a rating of 65 on local streets. The average annual budget required to maintain these levels is calculated to be \$811,944. Calculating in for inflation, it will cost the town approximately \$ 1.3 million annually, to maintain the roads at the same level, 20 years from now. The pavement management report outlines the approach to providing a 60-year pavement vs. the 20-year life cycle of the pave and forget method. The estimated annual cost per mile to maintain a pavement for 60-years with a series of chip

seal/crack seals and overlays is approximately \$130,000 per mile for the six chip seals and \$355,000 for two overlays or \$485,000 per mile compared to two full reconstructs at 20 and 40 years for a total cost of \$1,034,000.

2019 Proposed Projects

Crack Fill & Chip Seal

The projects that are currently being bid for 2019 include several streets that will be crack filled and chip sealed. These streets include roads that have been overlaid in the past 4 years.

Overlay Projects

168th Street from CSAH 4 to 0.46 miles south and 233rd Avenue from CSAH 15 east approximately 2.36 miles to the Township line will receive a 2" bituminous overlay, shouldering and turn lanes at the DNR parking area. The Township applied for and received \$551,454 in State Park Road Account grant funds to cover approximately 80% of the project costs.

Joint Township Projects

229th Avenue from 176th Street to CR 43 is a road bordering Big Lake Township and the maintenance and repair of this roadway is shared equally between the townships. The segment from 176th Street to 170th Street will receive and overly and the segment between 170th Street and CR 43 will be ground up and repaved with 4" of bituminous surfacing. The estimated cost for the projects: 2019 Chip Seal \$225,000; 168th & 233rd \$600,300; 229th Ave \$181,000 * Orrock's 50% Share for a Total Est 2019 Cost \$1,006,300. Grant funding will cover \$551,454, resulting in an estimated net cost to the Township of \$ 454,846.

Presentation of the Proposed 2019 Tax Levy

Treasurer Gary Goldsmith informed the electorate there were a couple of spreadsheets he had handed out. He briefly reviewed how to read the information on the Road and Bridge analysis report. Gary then presented the 2019 town funding analysis report, used to calculate the projected budget and levy for 2020. Gary noted the tax capacity is increasing in the Town, which means the levy is spread out amongst more homes. Gary informed the electorate that the General Fund had built up a significant balance and he recommended to the Board that \$56,000 be moved from the General fund to the Capital Reserve fund, as a permanent transfer. This transfer was made by the Board, in February. The money in the Capital fund will be used for future projects like doing something about the town hall. The Board is also looking at participating in the League of Minnesota Cities 4M fund, for investing some of the town's reserve money, to get a higher interest rate.

There is a reduction in the recommended General and Fire funds, which were rolled into the Road & Bridge fund – which accounts for the increase of more than 3%. The net levy will be unchanged from 2019.

Gary presented the Board's recommendation, for the Levy 2020.

General Fund	\$ 80,000
Road and Bridge	\$ 721,000
Fire	\$ 130,000
Capital	<u>0</u>
TOTAL	\$ 931,000

Discussion and questions for the Treasurer.

Q: Why is there an \$11,000 difference in the employment expenses.

A: There are two reasons. Gary is dedicating a lot of time to provide additional analysis of the finances to the Board and for the purposes of budgeting. The Treasurer and Clerk were given a raise, at the January meeting. Both the treasurer and clerk position are paid an hourly rate for work they perform for the town.

Gary mentioned he had budgeted \$80,000 for the calendar year of 2019.

Business From the Floor

Moderator Adams called for Further Business from the Floor.

Several residents, mostly from the Lake Ann area, spoke of their concerns of the manner of plowing and ice control provided. There were concerns from the present season and previous seasons, brought to the floor. Concerns

consisted of the timing of plow dispatching and the amount of salt and sand product applied on the roads. Bryan Adams informed the group that he had received historical information on the number of 1", 2" and 4" snow events from 1884-2018. Included in the information was in what month those events occurred, as well as the number of times we received rain during winter months. The data trend showed the number of 1" snowfalls has increased a little bit. But, 2" and 6" events remain about the same. However; it also revealed we have received more rain during winter months, as well as how often we received and the timing of the events. The current snow policy was discussed – the threshold to dispatch the plows and or apply product occurs when there is a snow accumulation of 2" and the event is ended. Or when 6" has accumulated and snow is forecasted to continue - an initial pass is made for traveling public and plowing is finished when event is over. Or at the discretion of the Board. De-icing product is applied to intersections, hills, curves and historically problem areas that receive little sun. MN statutes are restrictive on the use of 100% salt, but not on the 20:80 salt/sand mixture. Residents felt the use of front loaders with blades and pick-ups in the neighborhoods around Lake Ann and Eagle Lake was inadequate. Troy Kiecker, 16587 253rd Ave. NW, Big Lake MN - Ann Lake Beach, stated he uses his bobcat to plow the roads in his neighborhood, because he feels the current policy creates roads that are unsafe for travel. Bryan Adams acknowledged that when less than 2" of snow falls, vehicles do end up compacting the snow, resulting in a layer of ice. Freezing rain the past season, compounded the issue of compacted snow. Comment was also made that the style of equipment being used in the Ann Lake area, doesn't clear the snow as well as a regular plow truck. Residents felt that plow dispatching thresholds should be reduced and the frequency and amount of de-icing product should be increased. Karel Lind, 24958 165th St NW, Big Lake MN, a resident who has lived, on the south side of Ann Lake since 1984, has experienced 34 snow seasons as a resident and works for Sherburne County Public Works, commented that he feels the current policy is adequate and the current vendor is doing, probably the best job of any vendor – including when the Town plowed the roads with their own staff and equipment. He said plow trucks have a hard time on the narrower, 40' right of ways around Ann and Eagle Lake with little room for snow storage, in those areas. He suggested the dispatching threshold be reduced to a 1" trigger. He also commented that if more sand is used during winter, sweeping should occur in the spring to remove the residual sand, so it doesn't get ground into the pavement and cause the roads to deteriorate sooner than their expected lifespan.

Motion by Bob Hassett: That the two-inch (2") trigger be reduced to one-inch (1"). Gary Goldsmith offered a friendly amendment: That the six-inch (6") threshold be reduced to four-inches (4"), if it is still snowing. The friendly amendment was accepted.

Motion in its entirety made by Bob Hassett and Gary Goldsmith: Recommend the Board reduce the two-inch (2") trigger to one-inch (1") and reduce the six-inch (6") trigger to four-inches (4") when snow is continuing to accumulate. Second made by: Quinten "Bo" Erickson. In Favor: 22 Against: 1 Motion Prevailed.

Motion made by Candi Bullert: Recommend the Board keep the two-inch (2") trigger and reduce the six-inch (6") trigger to four-inches (4") when snow is continuing to accumulate. No Second was made. Motion dies for lack of a second.

Bryan Adams reminded the group that the Road Authority can, at its discretion, dispatch equipment to plow and/or apply product to the roads. Residents were informed that if the dispatch threshold is reduced, additional de-icing product is used and the resulting need to sweep roads will equate to an increased plow and ice treatment cost and a higher levy to cover the increased expenses, will be needed. The residents in attendance agreed and were willing to bear the cost of the increased services, through an increased levy. The consensus of the group is to recommend the Board be more liberal with the application of salt/sand mix.

Representative Mekeland sent a message for the meeting in reference to a Bill he co-authored which pertained to the Sand Dunes State Park. The Bill was read and a hard-copy will be obtained for the record of the minutes.

Clerk Kimberly-Maas addressed the group, looking for direction on continuing to participate in the Joint Recycle Day. She noted the cost of the event has been covered by fees paid by participants and SCORE grant money. Corrie

Silverberg said that no matter how many Orrock residents attend the event, we should participate until the event costs the Town money. The consensus was to continue to participate in the Recycle Day.

Approval of the 2020 proposed Tax Levy (MS 365.10)

Gary Goldsmith informed the group that “tentative” acceptance of the levy is unnecessary. If the electorate wants to reconvene in September, they should wait to approve the levy amounts, until that time. He also noted that if the electorate approves and certifies the levy at this meeting, there are three ways a Special Meeting to amend the levy amount: 1. A certain number of residents can petition for a Special Meeting of the Town. 2. The Clerk and one (1) Supervisor and twelve (12) residents can call a Special Meeting of the Town. 3. Unanimous vote of the Board can call a Special Meeting.

Motion/Second: Gary Goldsmith moved to approve the 2020 Levy amounts presented and recommended by the Board of Supervisors. Motion Second: Louie Weber

Electorate Vote: Unanimous decision to adopt the 2020 Levy in the amounts of:

General Fund	\$ 80,000
Road & Bridge Fund	\$ 721,000
Fire Fund	\$ 130,000
Capital Fund	\$ 0
Total Levy:	\$931,000

Motion Prevailed.

Set date, time and location for the 2019 Annual Meeting

Brenda Kimberly-Maas told the electorate, state statutes dictate the date for Township Annual Meetings as the second Tuesday of March. For 2020 that date is March 10, 2020.

Motion by Gary Goldsmith: Move to set the 2020 Annual Meeting be held Tuesday, March 10, 2020 at the Orrock Town Hall, beginning at 7:00PM.

Second by Quinten “Bo” Erickson.

The Electorate unanimously approved that the 2010 Annual Meeting be held on Tuesday March 10, 2020 at the Orrock Town Hall, beginning at 7:00PM.

Motion Prevails.

Motion to Adjourn or Recess the Annual Meeting

Motion by Gary Goldsmith to Adjourn the 2019 Annual Meeting and certify the 2020 levy to the Sherburne County Auditor’s Office by September 30, 2019.

Second by Bryan Adams.

Electorate Vote: Unanimous decision Adjourn the 2019 Annual Meeting and certify the 2020 levy to the Sherburne County Auditor’s Office by September 30, 2019.

Motion Prevailed.

Respectfully Submitted,

Brenda Kimberly-Maas
Orrock Township Clerk

DRAFT PRESENTED AND REVIEWED this the 27th day of March, 2019 by the Orrock Township Board.

Corrie Silverberg, Chair

Attest: _____
Brenda Kimberly-Maas, Town Clerk